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COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS.

U. S. DEPARTMENT OF AGRICULTURE
AND STATE AGRICULTURAL COLLEGES,
COOPERATING.

STATES RELATIONS SERVICE, OFFICE OF
EXTENSION WORK, NORTH AND WEST,
WASHINGTON, D. C.

BOYS' AND GIRLS' CLUB WORK.

FARM AND HOME HANDICRAFT CLUBS.

The purpose of this club project is to encourage boys and girls to spend their spare moments during the fall and winter months, or during the entire school year, in doing constructive work and making useful things for the farm and the home. Such handicraft work may be readily correlated with the manual-training work of the school and with the agriculture and home economics club work for the summer vacation. It may be so planned as to extend over twelve months, or may be limited to the regular nine months' school year.

This outline is furnished as a suggestive guide to the State, district, and county leaders with a view to helping them to cooperate intelligently in the club work and to encourage and promote it as far as possible. Detailed plans and follow-up instructions for the club work should be prepared and furnished to the school and club members by the State agents in charge of the boys' and girls' club work, and should have special bearing upon the particular needs of their States.

DETAILS OF ORGANIZATION.

It is suggested:

1. That the age limit for members be the same as in other clubs, i. e., from 10 to 18 years, inclusive.
2. That each club member be required to select not fewer than 10 of the industrial units listed below, and to work upon each of them during the school or calendar year. If thought desirable by the leader, a club member may specialize in one line of work, with a view to acquiring so much skill that his product will be salable. In such cases he should be required to produce 20 samples of his special kind of work.
3. That all of the work undertaken be exhibited at some place selected by the State or district club leader. The exhibits may be in miniature or by photograph or drawing where the exhibit space will not permit the showing of original pieces.
4. That club members be required to furnish drawings, plans, and specifications of all the units selected by them whenever this seems necessary.
5. That all members taking up this work be required to keep records of observations, costs, and receipts, and to furnish reports of the work in the form of financial statements and written stories on the subject "How I Did My Handicraft Club Work."
6. That leaders consider seriously the desirability of marking the industrial units A and B—A for the girls' clubs and B for the boys' clubs. This may be desirable in some places and not in others. Leaders should not incorporate in the club program any of the kinds of work definitely required in other outlined projects and should add to the list any others that are especially adapted to their communities.

BASIS OF AWARD.

	Per cent.
1. Number and character of enterprises undertaken and completed-----	25
2. Condition of the finished products exhibited-----	25
3. Skill, speed, and accuracy shown by a demonstration in four units-----	25
4. Written report and records of work-----	25
Total score-----	100

HANDICRAFT UNITS OUT OF WHICH 10 ARE TO BE SELECTED.

1. Rope tying and splicing (10 knots tied and mounted)	21. Pressing and cleaning men's and women's suits.
2. Making seed testers (box, blotter, and rag-doll testers).	22. Papering a room.
3. Making a hencoop and brooder.	23. Painting, staining, or treating floor.
4. Fruit grafting and tree surgery.	24. Making a farm dooryard gate.
5. Making a flytrap or window screen.	25. Making a homemade fireless cooker, one of two methods.
6. Making a wood box for kitchen or sitting room.	26. Making a home canner, one of two methods.
7. Making a bird house and watering trough.	27. Making a kitchen shelf or kitchen work chair.
8. Making a hotbed or cold frame.	28. Getting out a set of plans and specifications for model farm home.
9. Making a stepladder or handy ladder for farm and home.	29. Giving first aid to school furniture and equip- ment, such as the repair of a seat, window, fence, broken gate, blackboard, doorstep, or side- walk.
10. Making 1 dozen vegetable market crates.	30. Repairing the cover or broken back of a book.
11. Sharpening saw, pair of scissors, carving knife.	31. Metal work for household.
12. Making a medicine cabinet.	32. Modeling in clay and plaster.
13. Making and laying a cement walk or floor.	33. Leather work; repair of leather goods or art work.
14. Making a bookcase or library file.	34. Dyeing, stenciling, and block printing cloth.
15. First aid to farm implements, i. e., repairing. (a) Whippletree.	35. Pottery for use in the home.
(b) Pair of shafts.	36. Basketry, i. e., making basket's for use in gather- ing and marketing vegetables and fruit.
(c) Fork handle.	37. Making a milk stool or bread-cutting board.
(d) Gate.	38. Homemade mill for fruit juice and cider.
16. Drawing plan of 80-acre farmstead.	39. Hat and coat rack for hall.
17. Forging—two kinds, practical, related to farm work.	40. Making a table or a workbench.
18. Welding—two kinds, practical, related to farm work.	41. Knitting or crocheting a rug.
19. Horseshoe making.	42. Drafting a pattern for a garment or cutting and fitting a garment.
20. First aid to household furniture, i. e., repairing. (a) Chair.	43. Mending pottery, china, and glass.
(b) Table.	
(c) Picture frame.	
(d) Door lock or hinge.	

HOW TO PREPARE CIRCULARS AND LITERATURE.

One of the most important duties of the leaders of the boys' and girls' club projects or other extension work is the preparation and distribution of well-prepared sets of follow-up instructions. It is a mistake to incorporate all of the instructions in one circular and to send them out all at one time.

The system of follow-up instruction should include the following:

1. A circular explaining in brief what the club project is, stating briefly its objects, its relations to the farm and home activities, and how it is to be correlated with the work of the schools. This might also have a statement of the requirements, basis of award, etc., as suggested in this circular.
2. Enrollment blanks and enrollment cards to be used by the local leaders, teachers, and county superintendents to be sent out with the circular of explanation.
3. Personal letters, directed to leaders, giving them definite instruction as to how to proceed to organize and how far to explain to the boys and girls the requirements of the work.

4. A circular of from 10 to 12 pages, giving information about securing materials, choice and care of tools, preparing a little workshop, cost of equipment, always recommending that members make their own equipment as far as possible, especially workbenches, nail boxes, handles, etc.

5. A circular in which the drawing plans and specifications of the 12 most practical and important units are given, with suggestions for their use.

6. A second circular similar to the first giving drawing plans and specifications for all the rest of the units offered. A few paragraphs giving something of human interest might well be used in connection with the drawings and specifications.

7. A little circular of instruction to be used for the midwinter club festival of the handicraft club members, containing suggestions and recommendations for preparing and making exhibits, for holding demonstrations in the club units, and for play contests based entirely upon the farm and home handicraft work. In this circular or in an additional one suggestions and recommendations for the sale of the products can be given.

8. A little circular connecting the work up with the school by giving suggestions as to how it may be correlated with the regular subjects of the schoolroom.

9. A circular giving definite directions and program outlines for the bimonthly meetings covering the entire year.

It is of greater value to the State work to prepare thoroughly and well one club project and its set of follow-up instructions than to do many of the projects in a superficial way.

Club leaders in charge of the State-wide work are urged to seek the cooperation and help of the professor of manual training in the State college of agriculture as well as of the heads of departments and specialists in charge of the poultry, home economics, or farm crops divisions of the institution. By getting expert advice they will be able to work out the best possible sets of instructions. As an extension man representing two institutions to the boys and girls of the State, the leader should embody the best information available in all of his extension circulars.

The best time to enroll the club members in this particular project is at the opening of the school year, in the early fall, and we urge that the members of all other clubs (corn, potato, pork, poultry, baby beef, home canning, etc.) be invited to take up this club work for the winter months.

The organization of the Farm and Home Handicraft Club, and many of the ideas included in this little outline, were recommended by Otis E. Hall, State agent in charge of boys' and girls' club work for Kansas. Mr. Hall, assisted by Mr. G. E. Bray, in charge of the manual-training shops of the State Agricultural College, at Manhattan, Kans., has prepared a set of instructions on this particular type of work. It is suggested that one of the circulars of instruction on the Kansas farm and home handicraft club work be secured. E. C. Bishop, of the Iowa State College, has issued a number of handicraft circulars which it would also be profitable to secure.

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Approved:

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